

Ontario Cup 2014

January 17-19, 2014

**At the University of Toronto
Hosted by: Toronto Swim Club**



Officially Sanctioned by:



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RISK MANAGEMENT / WARM-UP PROCEDURES

During the designated warm-up period, the meet management committee shall be responsible for ensuring that all Risk Management/Warm-up procedures are followed. It is incumbent on all participants, i.e. meet management, coaches, swimmers, and officials to comply with these procedures. Non-compliance with these procedures will result in a warning or removal of the swimmer from the warm-up pool, and possible further reporting to Meet Management and the Referee for action under rule SW 2.1.1.

Meet Management shall designate Safety Marshals to actively monitor the warm-up period in the competition pool and ensure compliance with these procedures. Safety Marshals should be notified of any PARA swimmers who are participating in warm-ups. Additional "practice" pools, if any, are to be supervised by lifeguards and coaches.

"Safety Marshals shall be responsible to the Referee for all aspects of safety related to conduct during the warm-up period and shall ensure that all appropriate warm-up procedures are followed." (CSW 2.13.1.5)

GENERAL WARM-UP RULES:

- Swimmers shall enter the water FEET FIRST in a cautious manner.
- No running on the pool deck or diving from the side of the pool.
- Meet Management shall provide signage to indicate designated lane use during warm-up.
- Notices/barriers shall be placed on starting blocks to prevent diving during the general warm-up.
- Diving starts are only permitted in designated sprint lanes during the warm-up period.
- Lanes shall be open primarily for 'circle swimming' during the general warm-up period.
- Coaches and swimmers shall allow backstrokers & PARA the 'right of way' for safety purposes.
- Meet Management may designate a sprint lane(s) and/or a pace lane(s) throughout the general warm-up period.

SPECIFIC/SPRINT WARM-UP PERIOD:

- Sprint and Pace lanes must be opened for at least the last 30 minutes of warm-ups or as designated by Meet Management.
- Outside lanes should be designated as sprint lanes.
- Only 'one-way' swimming shall be permitted in sprint lanes.
- Sprint lanes, pace lanes, and circle swimming lanes shall be clearly marked with signage.

The following statement shall appear in the meet information and in posted notices:
"SNC WARM UP PROCEDURES WILL BE IN EFFECT AT THIS MEET".

EQUIPMENT:

- FLUTTER BOARDS and PULLBUOYS are allowed.
- HAND PADDLES and FLIPPERS (ZOOMERS) are NOT ALLOWED.

SNC Board – Approved July 2005



SNC Swim Suit Policy – September 2009

Effective September 1, 2009, all swimwear worn in swimming competitions sanctioned under the authority of Swimming Canada must conform to the January 1, 2010 FINA swimwear approval guidelines as listed below.

MATERIAL

The material of swimwear will definitively be constituted only by textile fabric(s). The FINA definition of “textile” currently is: “Material consisting of, natural and/or synthetic, individual and non-consolidated yarns used to constitute a fabric by weaving, knitting, and/or braiding.”

SHAPE

MEN: Swimwear shall not extend above the navel or below the knee.

WOMEN: Swimwear shall not cover the neck, extend past the shoulder, nor extend below knee. No zippers or other fastening system is allowed.

USE

Swimmers shall wear only one swimsuit, taping is not permitted.

CONSISTENCY

Swimwear effectively manufactured and used shall correspond to and be fully consistent with FINA approved samples. Any modification before use (including impregnation) is prohibited. Moreover, there shall be no variation/modification for individual swimmers.

SWON/SNC Record Policy: Required for ALL New National and Provincial records

National and Provincial Record forms to include:

Referees must sign the new record application form confirming that a swimmer was wearing a legal suit when a record was created. Coaches will be notified that (record) swimmers must report to the session referee (meet referee) for suit verification. Referees must carry a signoff sheet and list of FINA approved suits (see SNC website). Record applications will not be accepted unless form is properly completed.



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General Information

Date:	January 17– 19, 2014
Host:	Toronto Swim Club
Location:	University of Toronto 55 Harbord St. Toronto, On M5S 2W6
Meet Type:	Saturday Sessions I, II & III events are Short Course single ended time finals Sunday Session IV events are Long Course time finals
Sanctioned by:	Swim Ontario
Qualifying period:	Post September 1, 2012
Meet Referee:	Ron Riley (ron.riley@rbc.om)
Meet Manager:	Linda Kiefer (linda.kiefer@utoronto.ca)
Coach Liason:	Linda Kiefer at 416-978-0569 and linda.kiefer@utoronto.ca
Pre-Meet Training:	Byron MacDonald at byron.macdonald@utoronto.ca

Competition Times:

- Day 1 – FRIDAY JANUARY 17th
 - Session I Short Course - Warm-up: 5:30-6:20pm; Start Time: 6:30pm
- Day 2 – SATURDAY JANUARY 18th
 - Session II Short Course - Warm-up: 1:00-1:50pm; Start Time: 2:00pm
 - Session III Short Course Warm-up: 6:00-6:50pm; Start Time: 7:00pm
- Day 3 – SUNDAY JANUARY 19th
 - Session IV Long Course - Warm-up: 10:00-10:50am; Start Time: 11:00am

Meet management reserves the right to change warm-up session times and to allocate team warm-up schedules

Coach's Meeting: A coach's meeting, if necessary, will be held on Friday, January 17th, 2014, at 5:50pm on deck.

Registration: Daily Heat Sheets will be available to teams who have paid meet fees, on deck at least one hour prior to the start of the first event each day.



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Order of Events

Positive Check-in: required for events 400 IM, 400 Free, 800 & 1500 Free

- 800/1500 Free by 5:45pm on Friday January 17th, 2014
- All 400 IM positive check-in by 2:00pm Saturday January 18th, 2014
- All 400 Free positive check-in by 10:00am Sunday January 19th, 2014

Friday January 17—Ontario Cup // Session I SC

Warm-up 5:30pm// Meet 6:30-8:00pm

Order of Events

01/02 800/1500 freestyle (alternate W/M; fastest to slowest)

Saturday January 18—Ontario Cup // Session II SC

Warm-up 1:00pm// Meet 2:00-6:00pm

Order of Events (swum fastest to slowest)

03/04/ 50 free

05/06 200 breast

07/08 200 fly

09/10 50 back

11/12 200 free

13/14 50 breast

15/16 200 back

17/18 50 fly

Saturday January 18—Ontario Cup // Session III SC

Warm-up 6:00-6:45pm// Meet 6:45-8:30pm

19/20 400 IM (alternate W/M; fastest to slowest)

Sunday January 19—Ontario Cup // Session IV—LONG COURSE METRES TODAY ONLY

Meet setup 9:30am// warm-up 10:00am// Meet 11:00-3:30pm

Order of Events (swum fastest to slowest)

21/22 100 free

23/24 100 breast

25/26 200 IM

27/28 100 back

29/30 100 fly

30 minute warm up

31/32 400 Free (alternate W/M; fastest to slowest)



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Entry and Eligibility

- Entry Deadline:** **Friday January 10th, 2014; 12 midnight**
- Scratch Deadline:** **Monday, January 13th, 2014, 12 midnight. Total entry fee per club will be calculated at this time, and will not change.**
- Entry Fees:**
- | | | |
|---------------------|---------|------------------------|
| Individual event(s) | \$9.04 | (All fees include HST) |
| Relay(s) | \$13.56 | |
| Splash fee | \$5.65 | |
- Ontario University Fees:** Swimmers representing an Ontario University registered with SNC and SO will be charged (including HST):
- | | |
|-------------------|--------|
| Individual events | \$3.95 |
| Relay(s) | \$6.02 |
| Splash fee | \$5.65 |
- Qualifying Standards:**
- 2012-2016 16-17 Ontario Provincial Qualifying standards
 - All entries should be in short course metres.
 - Conversions are accepted.
- Entry Limitation:**
- Swimmers may enter a maximum of four (4) per session in any event in which they have attained the qualifying standard.
 - Swimmers who qualify for a 100m event may enter in the same stroke 50 event. (note: enter 50's with 50 times, NOT 100 times)
- Bonus Swims:**
- Swimmers qualifying in 1 event will be eligible for 3 bonus swims; if qualified in 2 events they will be eligible for 2 bonus swims; if qualified in 3 or more events they are eligible for 1 bonus swim.
 - All bonus swims should be indicated by checking the box in the "Bonus" column in Team Manager.
 - All bonus swim entries should show the swimmers provable time, for seeding purposes.
 - Only swimmers without a provable time for their bonus swim event(s) should be entered as NT.



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Entry and Eligibility continued...

PARA Qualifying

Swimmers are eligible for their Paralympic events as per the Provincial Championship Time Standards. Para swimmers will also be eligible for the same number of bonus swims as able-bodied.

Entry Procedure:

The Hy-Tek Meet Manager events file will be available for download from www.swimmeet.ca and the Toronto Swim Club web sites, at <http://www.torontoswimclub.com>

Entries must be submitted electronically to SNC website

All fees include HST (13% at time of publication).
Make cheque payable to: **Toronto Swim Club**

Psych Sheets:

Psych Sheets will be posted online at www.torontoswimclub.com on Tuesday January 14th, 2014.

Meet Results:

Meet results will be provided in the following manner:

- 1 **Live Results** will be available on our website www.torontoswimclub.com each day through a link on the front page.
2. Results will be forwarded to www.swimming.ca/meetlist within 48 hours of the completion of the meet.

Awards and Scoring

Awards:

There will be no awards

Scoring:

There will be no scoring



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Meet Rules

- Rules:** Current SNC rules will apply. **WARM UP PROCEDURES WILL BE IN EFFECT AT THIS MEET.** Meet officials will provide a safe environment and an organized competition. We are not responsible for the supervision of athletes during the competition and especially during session breaks.
- Positive Check-in:** Required for events 400 IM, 400 Free, 800 & 1500 Free
- 800/1500 Free by 5:45pm on Friday January 17th, 2014
 - All 400 IM positive check-in by 2:00pm Saturday January 18th, 2014
 - All 400 Free positive check-in by 10:00am Sunday January 19th, 2014
- CSCTA Policy:** As per the CSCTA/OSCA/SNC/ coach registration policies and insurance all coaches will be asked to prove membership in CSCTA. Coaches will not receive heat sheets if they cannot prove CSCTA membership. Coaches must have CSCTA ID for deck access.
- OSOA Policy:** Only Competitors, Certified Coaches and Officials are allowed on deck. NO OTHER PERSON IS PERMITTED ON DECK unless expressly authorized by the Meet Manager or Swim Ontario.
- Facility Policy:** The University of Toronto Facility Policy will apply:

Schedule "C" Pool Rules and Regulations (section 5.3)

- 1) **Street Shoes:** No street shoes are permitted on deck.
- 2) **Glass:** No glass objects are permitted on deck, in the pool galleries or in the change rooms.
- 3) **Food and Drinks:** No food or drink is permitted on deck (water in plastic water bottles is ok).
- 4) **Showers:** All swimmers must shower thoroughly before entering the pool.
- 5) **Garbage:** Make sure any garbage that your team generates are put in garbage pails.
- 6) **Pool Set-up and Take-down:** License Time includes pool set-up and take-down for which teams are responsible. The Licensee is responsible for pulling the bulkhead if needed at the beginning of the practice, but not responsible to move the bulkhead at the end of the practice. If assistance from the University's staff is required for set up or takedown, staff fees will be incurred.
- 7) **Lane Ropes:** Lane ropes must be rolled up properly after use - one at a time.
- 8) **Other Equipment:** All other equipment used (e.g. hand paddles, kick boards, water polo nets etc) must go back to their proper location after use.
- 9) **Qualified Staff:** Qualified on-deck staff, for whom we have current certifications on file (NLS, Standard First Aid) and who is at least 16 years of age must be on deck at all times in correct ratios to swimmers (1 qualified staff member for each 25 bathers or part thereof). On-deck staff who are looking after lifeguard responsibilities must actively watch their swimmers on deck and in the water at all times. At no time should the qualified on-deck staff turn their back to their swimmers in the water or leave the pool deck.
- 10) **Pool Security:** On-deck staff members are responsible for pool security while on deck, and must ensure that only authorized individuals are using the pool. This may mean having to ask people to leave the pool area who should not be there. Swimmers must enter and exit via the correct entrances and exits. Nobody is to exit through emergency stairwells unless there is an emergency in progress and doors must never be propped open. The lifeguard chairs should never be placed against the wall to the gallery where people could climb up and down.

When you leave the pool area at the end of your practice other qualified on-deck staff or University pool staff will take over pool security. If for some reason there is nobody in after you, and there is no pool supervisor present you may not leave until the pool is secured and locked.

11) **Entrance During Normal Building Hours:** Enter via the Classic Ave. or Harbord St. doors and through the Varsity Pool gallery to the Spadina change rooms. Only members of the Athletic Centre may enter via the turnstiles to the main change rooms unless written approval is given.

12) **Entrance Outside Normal Building Hours:** Enter via the Spadina double doors and down the stairs to the Varsity Pool and Spadina change rooms. The Spadina doors and change rooms will be opened 15 minutes prior to the start of pool time. All swimmers must exit the pool area by the end of the License Time, and vacate the change rooms 15 minutes after the License Time ends.

13) **Music and Banging:** Sound generated by a group must not contribute to noise level

14) **Clothing, Footwear and Whistle:** All on-deck staff who are acting as lifeguards as specified in section 5.3 are required to be attired in clothing that allows them to perform water rescues if necessary. A bathing suit and/or shorts and a t-shirt must be worn. It is unacceptable to wear any heavy clothing such as pants or sweatshirts. Any footwear worn must not inhibit swimming ability. The ideal is bare feet or pool deck shoes that can easily be kicked off in an emergency. All on-deck staff must carry a whistle for clearing the pool if necessary.

briefly. Parents who are dropping off their children for practices must drop them at the door and leave. Alternatively, they are welcome to sit on deck away from the pool edge, only if they are under the supervision and head count (part of the 1:25 lifeguarding ratio) of the on-deck staff. The Varsity Pool gallery is not available for spectators before building hours unless prior arrangements have been made. The Benson Pool gallery is not available at any time without prior arrangements.

16) Unacceptable Behaviour: Any unacceptable behaviour as determined by the University's pool staff, and as outlined in existing University policies for its staff and students, by participants or on-deck staff may result in the suspension of user privileges of the offending person(s) and/or in premature termination of this agreement.

17) Failure to Comply: Failure to comply with these rules and regulations, or an unwillingness to enforce rules will lead to sanctions that could range from University lifeguards scheduled for practices for which the Licensee will be charged to termination of this agreement.

Schedule "D" Emergency Procedures for On-Deck Staff (section 5.3)

On-deck staff, who are responsible for lifeguarding their License Time, must be familiar with the emergency procedures.

POOL CLEARS - Should a major incident occur, one that requires assistance or demands proper pool coverage, the pool must be cleared with 1 long whistle blast.

CONTACTING THE POOL SUPERVISOR - The University's Pool Supervisor should be contacted immediately if there is need to make an emergency telephone call, or if first aid supplies are needed. If they are not located in the Varsity Pool office or on deck, their whereabouts should be written on the white board in the Varsity Pool office and a walkie-talkie should be available which you could use to contact them.

FIRST-AID KIT – First-aid supplies are available from the University's Pool Supervisor. If they are unavailable, there are some supplies in each pool office in a soft red trauma bag on the shelves of the counter or on the desk. On-deck staff must not use equipment for which they do not have training (e.g. oxygen and AED equipment etc).

FIRST-AID TREATMENT – If a University pool staff member is on site they will take the lead on any first aid treatment or water rescue. On-deck staff must to be prepared to assist if necessary. If no University pool staff member is present, on-deck staff are responsible for water rescues and the provision of first aid treatment.

EMERGENCY PHONE CALLS – Phone calls to 911 should be made by the University's Pool Supervisor. If you require emergency assistance (ambulance, police, fire) and the supervisor is unavailable, there is a black phone on the wall outside each of the Varsity and Benson Pool offices. You must dial "9" first and then "911." There is a sign next to each that gives all necessary information (e.g. address etc). **Note:** The black phones are part of an emergency phone system that services both pools. Using this phone renders the emergency phone in the other pool inoperable and should be used for emergencies only.

AMBULANCE ENTRANCES – For the Varsity Pool the ambulance should be directed to enter through the stairwell at the

Classic Ave. (one flight of stairs up) or the ambulance attendants will not be able to get in. For the Benson Pool, the ambulance should be directed to enter through the main Classic Ave. doors (by Sports Store) through the main lobby to the Benson Pool.

ACCIDENT REPORTS - The University's Pool Supervisor should fill these out even for minor injuries. Please direct all injuries to the Varsity Pool office, or arrange to get the Pool Supervisor if the patient should not be moved. If for some reason the University's Pool Supervisor is unavailable (their whereabouts should be written on the white board in Varsity Pool office) an accident report can be located by the first-aid kit on the shelves in the counter or on the desk in the pool offices.

FIRE ALARMS - If you hear one, you must:

- 1) Clear the pool (one long whistle blast).
- 2) Have everyone in the Varsity Pool immediately exit through the southwest stairwell to the Spadina Lobby (and outside if necessary) and WAIT for further instructions. In Benson Pool have everyone exit out the door by the pool office and out to the Huron Lobby.
- 3) The pool should be locked up by the University's Pool Supervisor. If he/she is unavailable, on-deck staff should make every reasonable effort to secure the pool.
- 4) You may only return to the swimming pool only when instructed by a fire marshal or the University's Pool Supervisor (who has checked with a fire marshal to ensure safety).



Request for Officials

TSC welcomes volunteer meet officials.

Please complete the officials form and ensure that this form is returned with your grid sheets.

Or contact Laura Pratt – laurajpratt@gmail.com

Club Name _____

Officials' Chairman _____ e-mail _____

Daytime Phone Number (____) _____ Home (____) _____

Name	Level of Certification	Sessions Available	Desired Position

Comments: _____

ACCOMMODATION

Holiday Inn, 289 Bloor ST: 416-968-0010

Howard Johnson - 89 Avenue Road Phone: 416-964-1220

Courtyard Marriott 475 Yonge Street; Phone: 416-934-5588

The Sutton Place Hotel 955 Bay Street; 416-924-9221



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2013-2016 Swim Ontario Provincial Standards

FEMALE - 16-17 YEARS			AGE GROUP
Free	50	LC	:28.19
		SC	:27.64
	100	LC	1:00.97
		SC	:59.77
	200	LC	2:11.47
		SC	2:08.89
	400	LC	4:41.13
		SC	4:35.62
	800	LC	9:36.50
		SC	9:25.20
	1500	LC	18:24.94
		SC	18:03.27
Back	100	LC	1:08.32
		SC	1:06.98
	200	LC	2:26.51
		SC	2:23.64
Breast	100	LC	1:20.51
		SC	1:18.93
	200	LC	2:54.64
		SC	2:51.22
Fly	100	LC	1:08.76
		SC	1:07.41
	200	LC	2:33.31
		SC	2:30.30
IM	200	LC	2:30.03
		SC	2:27.09
	400	LC	5:17.94
		SC	5:11.71

MALE 16-17			AGE GROUP
Free	50	LC	:25.59
		SC	:25.09
	100	LC	:55.62
		SC	:54.53
	200	LC	2:01.91
		SC	1:59.52
	400	LC	4:23.00
		SC	4:17.84
	800	LC	9:05.49
		SC	8:54.79
	1500	LC	17:25.79
		SC	17:05.28
Back	100	LC	1:03.20
		SC	1:01.96
	200	LC	2:17.49
		SC	2:14.79
Breast	100	LC	1:12.97
		SC	1:11.54
	200	LC	2:38.99
		SC	2:35.87
Fly	100	LC	1:02.63
		SC	1:01.40
	200	LC	2:20.87
		SC	2:18.11
IM	200	LC	2:38.30
		SC	2:15.59
	400	LC	5:01.64
		SC	4:55.73